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Indiana State Board of Education Strategic Planning Workshop

Date: December 3, 2013
 Time: 9:00 AM - 2:15 PM
 Location: Indiana Government Center South - Conference Room 1

- Purpose:**
1. Gain an understanding of the strategic planning process.
 2. Begin work on the Vision and Mission for the Strategic Plan

Participants: CELT: Rick Rozzelle, Chris Craig, Harvey Perkins
 Indiana: Glenda Ritz, David Freitas, Sarah O'Brien, Brad Oliver, Daniel Elsener, B.J. Watts, Anne Davis, Claire Fiddian-Green

AGENDA

Time	Topic	Person
9:00 - 9:15 AM	Welcome and Introduction, Minutes Approval	Daniel Elsener
9:15 – 9:35 AM	The Strategic Planning Process and Why it is Important <ul style="list-style-type: none"> • Context • Process • Implementation & Monitoring 	Rick Rozzelle
9:35 – 10:00 AM	The Balanced Scorecard Process <ul style="list-style-type: none"> • Components • Terminology • Breadth, depth and format of the Balanced Scorecard 	Chris Craig
10:00 – 10:30 AM	Mission and Vision <ul style="list-style-type: none"> • What is the organization represented by the Mission and Vision? • Mission and Vision examples from other agencies and states • Previous Mission/Vision for Indiana BOE 	Harvey Perkins
10:30 – 12:00 PM	Working Session – Mission and Vision <ul style="list-style-type: none"> • Individual time to draft Vision/Mission statements • Breakout sessions to discuss individual statements and merge thoughts • Report back from breakout groups (continued over lunch) 	Harvey Perkins Rick Rozzelle Chris Craig
12:00 – 1:00 PM	Lunch	
1:00 – 1:15 PM	Working Session – Mission and Vision <ul style="list-style-type: none"> • Discussion of key points from each group to merge into a recommended draft Mission and Vision statement 	Harvey Perkins Rick Rozzelle Chris Craig

1:15 – 1:35 PM	Discussion: Constituent Groups <ul style="list-style-type: none"> • Purpose - gather feedback on initial components of the Strategic Plan • Timing - after the Board retreat • Groups currently on the list • Thoughts on additional groups to include • Suggestions for staff that can carry the message to these groups 	Rick Rozzelle
1:35 – 1:45 PM	Next Steps <ul style="list-style-type: none"> • Clean up the Mission/Vision and send clean version to the Planning committee for comment (CELT) • Next meeting dates and overall schedule for developing the plan 	Harvey Perkins
1:45 – 2:05 PM	Homework Assignment <ul style="list-style-type: none"> • Goals, Objectives, and Strategies • Planning Committee Members work on top three goals for discussion at the January Board retreat – return by Dec 20 	Chris Craig Harvey Perkins
2:05 – 2:15 PM	Closing	Daniel Elsener